



ROCKY MOUNTAIN COORDINATING GROUP

Bureau of Indian Affairs (Southwest, Rocky Mountain and Great Plains Regions)

Bureau of Land Management (Colorado and Wyoming)

Fish and Wildlife Service (Mountain/Prairie Region)

Forest Service (Rocky Mountain Region)

National Park Service (Intermountain Region)

State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas

Final Meeting Minutes January 22-23, 2003 Hutchinson, Kansas

Members Present:

Bob Jacob
Rich Homann
Patrick O'Leary
David Carter
Jim Kelton
Ray Weidenhaft
Jim Krugman
Morgan Beveridge (for Darrell Ausborn)
Steve Hasenohrl (for Joe Lowe)
Bill Wallis
Len Dems
John Glenn
Joyce Feeley
Casey McCoy

Guests Present:

Russ Mann
Tim Mathewson
Gwenan Poirier
Joe Hartman
Jim Strain
Bill Wain

Members Absent:

Darrell Ausborn
John Waconda
Joe Lowe

Mark Saylor, Director of Hutchinson Community College Fire Science Program, gave everyone a description of the college and the town of Hutchinson. The meeting was held at the college so RMCG could observe the operation and facilities prior to signing the Memorandum of Understanding. Mark introduced Bobby White, Instructor of the Fire Science Program, and last but not least, we were introduced to Remington, Ruler of fun and food at Hutchinson Community College Fire Science Program.

Introductions were made around the table. Jim Kelton introduced David Carter as the new Rocky Mountain Coordinating Group (RMCG) Fish and Wildlife Service representative. David will be taking over Jim's job as the Mountain/Prairie Region Fire Management Specialist. Jim Kelton will become the Regional Fire Coordinator and will be the representative on the Northern Rockies Coordinating Group. The meeting was called to order by Len Dems. Len then turned the meeting over to John Glenn who will serve as RMCG Chair for the next year.

Incident Management Teams, Jim Krugman/Len Dems

Jim Krugman gave a rundown of the Incident Management Team (IMT) selection process. The number of applications seemed to be about the same as it was three years ago. There are some critical position vacancies for which Jim asked RMCG's assistance in getting people trained for the future. RMCG supports the Deputy Incident Commander (DPIC) position for both the Type I and Type II teams. However, at the present time only one team has the position filled. The critical positions that are vacant were discussed. [Jim Krugman will try to find the answer to the question of how long an AD remains on a team once a qualified person has been identified.](#)



There are 13 trainees that applied for the Type I team. Since only 8 are allowed, the trainees will be alternated.

Decision: Type I Team primary team members and trainee selections were approved by RMCG.

Type II Team A primary team members and trainee selections were approved by RMCG.

Type II Team B primary team members and trainee selections were approved by RMCG.

RMCG approved the Deputy IC position on all Rocky Mountain Incident Management Teams. Every attempt will be made to fill the vacant positions.

Incident Commanders for both the Type I and Type II teams are asking for RMCG approval for additional positions on each team. The Type I team is asking for 9 additional positions and the Type II team is asking for 4 additional positions. A vote was taken.

Decision: The additional positions for the Type I (9) and Type II (4) were approved by RMCG.

Patrick O'Leary will add the additional positions and the Deputy IC position to the Rocky Mountain Area Mobilization Guide.

In past years there has been three National Fire Use Management Teams (FUMT) with National oversight. Three Geographic areas, Northern Rockies, Great Basin and Rocky Mountain, are putting together a FUMT for the Geographic area for a total of six teams. (GACG) The 3 National teams will now be put in the GACGs, the Northern Rockies, Great Basin and Rocky Mountain areas. One National team and one Geographic area team will be assigned to each of the three GACGs. Teams will have Geographic area oversight. The Rocky Mountain Area will manage two fire use teams this year, one with Tom Goheen IC, and the second with Barbara Bonefield IC. FUMT members are from different geographic areas.

Len Dems has been coordinating fire use team efforts with the other GACC's and national office. A meeting for all six FUMT's and GACC reps will be scheduled for April. The Rocky Mountain Area will have representation at the meeting. The RMCG will review and reaffirm committee responsibilities for FUMT management and oversight, to better incorporate FUMT process and protocols in the geographic area. Work is in progress to develop a FUMT Operations Guide for use by all teams. Mobilization Guide references and information regarding FUMT will be provided as information is received and updates are completed. Delays in FUMT coordination and scheduling conflicts with Rocky-Basin IMT's will limit team participation at the RMA spring meeting.

Len Dems needs to provide update to the Operations Guide for the FUMT.

Action Item follow-up, as per joint Rocky Mountain, Great Basin, Northern Rockies meeting (October 2002), Operation(s) Committees need to jointly assess IMT needs within the three geographic areas and provide recommendation to respective coordinating groups

Dispatch Update, Patrick O'Leary

ROSS – The next version of ROSS will be coming out February 17th. Initially we were not going to use ROSS for Initial Attack, now the Centers that choose to will. ROSS training should be completed in March. March 24 – 28th there will be a training scenario for dispatch centers. It will be all 5 days and only within the Rocky Mountain region. When the scenario is completed, a determination on an implementation schedule will be made. National implementation is scheduled for April 1, 2003. John Glenn asked if there was anything that was needed from RMCG at this time. Patrick said they needed support for staffing, equipment, and training. Patrick will make copies of the issue paper from Dispatch Committee and give to RMCG and it will be discussed later.



Dispatch Meeting – Patrick discussed the Dispatch meeting notes and issues:

- Dispatchers were disappointed when no Incident Commanders showed up for the Dispatch meeting. ICs had expressed an interest in attending the meeting to discuss issues of importance to both.
- NICC reported 2002 was the second worst fire season in 50 years. This has been the worst drought in history and the earliest season at PL 5. There was a need for more people and teams. There will possibly be a 7-day stand down rule implemented between details. The reason for a stand down is to guarantee teams are getting enough rest between details. Currently, NMAC and Geographic Area MACs work together with the Incident Commanders to determine additional work/rest needs.
- Dispatch Centers are still asking about MAC training for their local boards.
- Staffing the Information Center at Rocky Mountain Coordination Center (RMCC) – John Silvius, Information Officer on the Medicine Bow National Forest spoke at the meeting. John wanted feedback on relationship with dispatch community and public affairs community to take back to the PAO's annual meeting to get better qualified PAOs.
- Work Load Analysis update - A program is developed and ready to use that will give the actual workload of dispatch centers. It breaks down each activity and how many hours should be spent on them. The analysis is based on 8 hours/day, 5 days a week. This new format for the workload analysis will actually be able to be tied to the budget. The report can be used to determine if budgeting is needed for staffing.
- Aviation people will develop a template for use in Dispatch describing high altitude helicopters and their capabilities.
- There will be no change in Fire charge codes for the 2003 fire season. That issue has been deferred until October 2003.
- The issue of tracking BAER team resources should be taken care of in ROSS.
- Dispatch Center Managers will review and approve name requests.
- Dispatchers are talking about putting together "Quick Response Teams". Teams would respond quickly to get Expanded Dispatch going, taking the burden off the Dispatch Center, until the ordered Expanded Dispatch arrives and gets in place.
- Dispatchers are not clear how MAC sets priorities. They need clear direction what information MAC is looking at to set priorities.
- ROSS will incorporate Wildcad. [RMCG supports ROSS before Wildcad.](#)

National Coordinator's/National MAC meeting – Topics discussed:

- National MAC meets monthly
- They are working on a Predictive Services charter
- IMT rotation – discussed only showing the Geographic teams rotation list in the Mobilization Guide
- Discussed standardized position description
- Resource allocation
- Weather/Red Flag update
- NWCG Weather Working Team funding
- Changes to the 209 form
- Standardized EERAs
- Incident Business handbook will be available on the Internet.

There will be a test course for the "Intelligence" function in dispatch presented in Atlanta, Georgia this spring. The "Intelligence" section of D-510 Supervisory Dispatcher course, has been pulled. It is still part of the D-310 Support Dispatcher course.

In anticipation of the shortage of Airtankers, work is being done to develop new (1-5) priorities for Airtankers.

[RMCG asked Patrick if he would continue to look for the information the MAC put together when they disbanded last fire season.](#)



Red Flag Fuels Decision Support System Project, Tim Mathewson (Attachment A)

Tim Mathewson briefed RMCG on a Red Flag Fuels Decision Support System Project, which he and Gwenan Poirier are involved with in conjunction with the University of Utah. The Red Flag Fuels Decision Support System Project is being proposed to ease the burden of weather forecasters by providing a single source of fuels data in an easy to use format. The system will have automated specification of fuel states and manual updates of the output to provide a snapshot of fuel conditions appropriate for use in the Red Flag program. It will provide one-stop-shopping for both weather and fuel information. Tim is only asking for RMCG support of the project at this time. [Tim will type up a letter for John Glenn's signature pledging the RMCG support of the Project.](#)

Decision: [RMCG will send a letter of support for the Project.](#)

Issue Paper, Predictive Services, and Tim Mathewson, Russ Mann & Gwenan Poirier (Issue paper is not attached. It was distributed to RMCG members for review prior to the meeting – 19 pages)

Duties: There are varying opinions on what services should be provided by the Predictive Services team. If the RMA Predictive Services team is to meet National expectations, other duties, analyses or products may have to be eliminated. Tim outlines several particular issues from the paper where they would like some clarification from RMCG. Priorities for Required duties and other value added projects were discussed. RMCG agreed some of the duties required Nationally were not as high a priority in the Rocky Mountain area during certain times of the year, such as; The Rocky Mountain area does not need a Seasonal Fire Weather/Fire Danger outlook every 30 days during December, January, etc and the Situation report should only be required during periods of activity. Each priority was discussed.

Decision: [Tim will write an approval paper for RMCG signature. Priorities will be included in the RMC Mobilization Guide.](#)

[Predictive Services priorities will be included as an agenda item for the Spring meeting.](#)

Staffing: To accommodate the increased workload, the Predictive Services team is recommending one full time Intelligence assistant and one full time Meteorologist be hired by fire season 2003. There is currently funding for a seasonal Intelligence position but it has been increasingly difficult to recruit candidates for the position who are available before June or after September. In fire season 2002 Meteorologists had to rely on one detailed Meteorologist (difficult to get and only stayed 13 days) and one emergency hired Meteorologist. RMCG agreed everyone's budget is taking a hit and no one can commit to funding at this time. A streamlined written justification is needed so agencies have a basis for their request for funding and positions.

Decision: [RMCG cannot support the recommendation at this time.](#)
[Tim and Gwenan will streamline the proposal for presentation to managers at the spring meeting.](#)

RAWS Quality Control: The RMA Predictive Services team feels there are problems with the RMA RAWS program, such as: Lack of RAWS maintenance people, inaccurate station locations in database, oversight of RAWS program and network, inconsistency of records update, and lack of accountability. Without accurate and consistent RAWS data the fire weather program is not beneficial to the fire community. The RMA Predictive Services team made the following recommendations:

- 1.) Identify and fund two dedicated interagency RAWS Tech positions to work under that RMA Fire Meteorologists and are not dispatched to fires other than for regional RAWS support.
- 2.) Identify regional RAWS Focal Points (such as the RMA Fire Meteorologists) with continuous watch or overview of the RAWS network.
- 3.) RMCG require a RMA Interagency RAWS Operating Plan for the program.
- 4.) Include RAWS maintenance in the performance elements of the RAWS technicians or those appointed to maintain RAWS sites and in any readiness inspections.

Decision: [RMCG cannot support the recommendations at this time.](#)



Jim Krugman will take the lead on getting a list of individuals accountable for the RAWS stations and data by March.

All managers will work with the local people to reenergize their awareness and accountability of the RAWS program.

Tim was instructed to call the appropriate RMCG member if he continues to see problems that are not being dealt with at a local level.

RMCG asked Tim to put together a "How to" paper for RAWS and present it to the Fire Management Officers at the spring meeting.

Intelligence/Predictive Services will write up a paper listing Product priorities and send it to John Glenn. John will distribute to RMCG members for concurrence.

Training Working Team (TWT), John Glenn and Jim Strain

John Glenn, following up on comments from the last RMCG meeting, sent a letter to RMCG members asking for their comments on the Final RMA TWT Charter and RMA requests to put on 300 level courses. A discussion followed responding to Jim Krugman's comments concerning the TWT Charter. [\(Attachment B\)](#)
Questions on the Responsibilities as listed on the Charter:

12. Approve 300-400 level course scheduling. The TWT does not really have the authority to "approve". Approval is up to RMCG "if there is a conflict".

Decision: The TWT will change the charter, Training Working Team responsibilities to read:

12. Coordinate and schedule 300-400 level courses.

2. Coordinate nominations for 500 and 600 level courses. Need to change responsibility from the OPS Committee to the TWT.

Decision: The TWT will change the charter, Training Working Team responsibilities to read:

2. The TWT Committee will coordinate with the Operations Committee for prioritization/selection/submission of S-520 / 620 candidates. The Point of Contact for slot allocation and management, between NARTC and the RMA, will be the OPS Committee Chairman.

11. Remove slot allocation for 500 – 600 level courses.

Decision: The TWT will change the charter, Training Working Team responsibilities to read:

11. Manage process for slot allocation for 300 – 400 level courses.

Additional:

Geographical Area Training Representative (GATR) rotation: Should there be a process identified in the charter for rotation/selection of the GATR position?

Decision: The GATR position should probably be rotated but not at the present time.

Role of TWT in certifying Colleges and non-profits per NWCG standards via MOUs: A non-NWCG entity must be NWCG certified. Any entity that wants to be certified must be sponsored by one of the signatory authorities of RMCG. The MOU certifying HCC is ready to be signed. The Fish and Wildlife Service and the Forest Service are sponsoring HCC..

Decision: Move the 9th Objective on the TWT Charter to one of the responsibilities.

Web site for Rocky Mountain Area Training Center: RMCG agrees that the Training Center at Grand Junction should not be referred to as the Rocky Mountain Area Training Center since there are other training centers in the Rocky Mountain area.

Decision: RMCG asked the TWT to change the name of the training center in Grand Junction to "Grand Junction Training Center and make the change on the Web site.



TWT Zone Representatives from Dispatch Centers: There is a question as to where the TWT Zone Representatives position should be.

Decision: TWT Zone Representatives may be determined by respective Oversight Groups and Operations Committees; A representative may come from any discipline from within the Zone.

Safety Task Group, Steve Hasenohr

Copies of the Safety Task Group Charter and member list were handed out to each RMCG member.

(Attachment C) RMCG was asked to review and approve membership and the Charter. Upon reviewing the Charter, a discussion arose as to whether or not, this was a Task Group or a Committee. If it, in fact, is a Task Group, it does not need a charter.

Decision: This is a Task Group and would not need a charter. A letter was drafted and signed by John Glenn, thanking Joe Lowe for his work and to serve as formal direction for the Safety Task Group to accomplish the following goals:

- Recommend follow-up actions for items identified in the 2002 Safety Summary.
- Recommend RMA implementation procedures for FAST, STAT, RAT, etc. based on new guidelines
- Include roles and responsibilities of FAST, STAT, RAT, etc.
- Develop reporting requirement for FAST for inclusion into the RMA Mobilization Guide.
- Develop a template for Delegation of Authority
- Consolidate Agency specific Serious Accident/Incident reporting procedures.

Zone Dispatch Centers, John Glenn

John has previously sent copies of Board of Directors, Operations Group Agreements, MAC expectations and Type 3 IMT guidance to RMCG members. RMCG is looking at ways to heighten awareness of Agency heads and Managers of the need for Type 3 IMTs. Possibility, Type 3 IMTs should be included in the Readiness Reviews.

There was a question on the issue paper submitted by Ken Kerr concerning Type 3 IMTs. (Attachment D) The Dispatch Committee had a concern on the wording in the first paragraph under Type 3 Incident Management Team Development, Mobilization and Tracking where it recommends Local Centers be responsible for management, training, recruitment, etc. for the Type 3 IMTs. The Dispatch Committee felt it should read, it is the Dispatch Center Board's responsibility to manage, train, recruitment, etc. the Type 3 IMTs.

Decision: RMCG approved the issue paper submitted by Ken Kerr concerning Type 3 IMTs. RMCG agrees, the Dispatch Center Boards will be the responsible parties for Type 3 IMTs. RMCG will make Type 3 IMTs agenda topics at the Spring Meeting. They will address Agency heads and Managers there. Dispatch Centers Liaisons will talk with and encourage local Dispatch Centers Boards to develop and use Type 3 IMTs.

The Operations Committee will work on developing recommendations for adding Type 3 IMT guidance to the RMA Mobilization Guide.

Mobilization Guide, Jim Krugman

Jim voiced concern that, the Rocky Mountain Area Mobilization Guide is becoming a repository for any and all, fire information instead of its original purpose. Each Committee is asked to annually review the Guide and make recommendations for changes pursuant to their areas of expertise.

Decision: Revision will have to wait till 2004, since revisions are due February 2, 2003.

NMAC Lessons Learned Meeting, Bill Wallis

Steve Pedigo, Bill Wallis, Carl Gossard, and Dan O'Brien attended the Lessons Learned Meeting in Boise, Idaho on November 5-6, 2002. (An outline of the issues, taken forward from the Rocky Mountain area, is in the October RMCG meeting minutes.) Bill Wallis said he did not come away with a good feeling. He did not feel there was a real interest in what they had to say.

There will be a MAC Group exercise at the Rocky Mountain Area Coordination Center, April 22-23, 2003.



Committee Liaisons, John Glenn

Liaisons were changed for the following Committees and Dispatch Centers. Liaisons are committed to a 3-year tenure. After 3 years, the tenure will be reassessed.

Committees:

Dispatch Committee,	Liaison Bob Jacob, BIA will be replaced by Len Dems, NPS
Training Committee,	Liaison John Glenn, WY BLM will be replaced by Darrell Ausborn, BIA

Dispatch Centers:

Craig IDC	Liaison Jim Kelton, FWS will be replaced by David Carter, FWS
Grand Junction IDC	Liaison Bill Wallis will remain (previously Liaison for both Grand Junction and Montrose)
Montrose IDC	Liaison Bill Wallis, CO BLM will be replaced by Len Dems, NPS

John Glenn will send a letter to Craig and Montrose Interagency Dispatch Center Board Chairs, informing them of the new Liaison.

All Liaisons should review the Expectations and Charter with their Committee at least once a year.

Spring Fire Management Meeting Agenda, John Glenn

The Group reviewed the draft of the agenda for the Spring Fire Management meeting. John went through the agenda item by item. Changes and assignments were made. [John will send out a new draft next week for review and finalize it as soon as possible so they can firm up commitments.](#)

Bin Items

Cadre List/Priority List – There was some question as to if there would be a Cadre list this year. If so, is it a cadre list or is it a Priority list.

Decision: There will be an “Alternate” list instead of a Cadre list.

MAC training for the local Dispatch Center Boards – Jim Krugman and Patrick O’Leary feel they cannot commit the necessary time to present the MAC training to the local Dispatch Center Boards as previously planned. They recommended RMCG task the Training Committee to take the lead on it. One alternative may be to contract it out.

Decision: John Glenn will coordinate with TWT Liaison and Committee Chairman to develop a strategy for local MAC training, including timetables, implementation, etc...

Issue Paper-Helicopter Manager Mnemonics, Cathy Hutton (Attachment E) – RMCG members had reviewed the issue paper prior to the meeting. The Dispatch Committee feels the Helicopter Manager positions and mnemonics are confusing and make it difficult to fill Helicopter Manager positions.

Decision: The issue paper will be forwarded to the IHOPS committee for recommendations on dealing with the issue.

John Glenn will contact Hank Dominguez to discuss the issue and how the RMCG is dealing with it.

Fair Share Costs/Geographic Area Costs – Do we need to do a new Fair Share agreement? The RMA Dispatch Centers have committed to doing a Workload analysis to be completed by the spring meeting. The Fair Share agreement could and should be tied to the workload analysis.

Decision: Wait for the Workload Analysis to be completed, then revisit.



Predictive Services Organization – The Structure, Supervision and current Organization of the Predictive Services Organization will remain unchanged.

RMAC Documentation/Archiving – Need to find a place to store the RMAC documentation.

Decision: Jim Krugman will take the lead and find a permanent home for the MAC group documentation.

RMA Information Center Detail – National Park Service will have a Communication/Education Specialist detailer, Larry Helmerick, supervised by Bryan Swift, effective this summer. Larry will be assigned to the Rocky Mountain Area Information Center, located at the Coordination Center, when activity begins this season. The detailer will manage the Info Center, will represent all members of the RMCG and will be the lead information/ public affairs person during RMA-MAC operations in 2003. A pre-season meeting will be conducted to review expectations between the RMACC, RMCG, and NPS.

Baer Team Members and Qualifications – There is a need to formalize the BAER team qualification, ordering and dispatching procedures. Jim Krugman will send a letter that was signed and mailed to RMCG in July 2002.

Decision: RMCG will finalize the qualifications and procedures in the spring.

GATR Rotation – Should we have the GATR rotation?

Decision: Yes, we need to have the GATR rotate. Jim Krugman, Bill Wallis and Len Dems will draft a task package concerning the GATR rotation and expectations. Package will be due by the spring meeting.

Information Paper, Implementation of ROSS (Attachment F)– The ROSS implementation information paper was submitted by the Dispatch Committee Chair. The paper was intended to give RMCG an idea of where the Dispatch community is with ROSS implementation and some of the concerns that need to be addressed, such as, staffing, IT support, equipment/hardware, training and funding. The Dispatch Committee feels ROSS will have a huge impact on the Dispatch Centers while Patrick O'Leary stated he felt there would be very little impact to the Coordination Center.

Rob Juhola (previously with ROSS team) will be available to travel to Dispatch Centers to help with ROSS implementation.

Chapter 10 of RMA Mobilization Guide - There is not time to do a formal review.

Decision: Send any comments to John Glenn. He will consolidate them and send to RMCC by February 14, with a carbon copy to Steve Hart and Patrick O'Leary.

Incident Business Management (IBM) Representatives at the MAC, RMCG, and Committee Meetings – The Incident Business Committee feels there needs to be a IBM representative present at the MAC, RMCG and other Committee meetings.

Decision: An Incident Business person does not need to be present at the MAC Group meetings since the MAC only sets priorities. RMCG meetings and Committee meetings are open to whoever wants to attend. No formal invitations are given. IBM representation currently exists through an RMCG liaison member.

COTR/FDUL/FACL Refresher – Are you required to attend a refresher to maintain currency?

Decision: You can attend a refresher to maintain your currency. A refresher is not required but recommended to maintain currency. (As per Jan McCluskey)



IMT 1 Rotation ([Attachment G](#)) – There is a proposal for Type 1 IMT Rotation changes to help balance the number of assignments between teams and improve the format of the National rotation.

Proposed:

- Geographic areas will continue to assign their internal teams in National Preparedness levels 1-3 (up to two assignments per team).
- National MAC will assign teams in National Preparedness levels 4-5. RMCG will respond as soon as possible

RMCG voiced the following concerns:

- Team selection in the RMA has already taken place without the participants' knowledge of the proposal.
- There are State and local government participants on the Type 1 IMTs but the State and local governments were not consulted about the proposals.
- RMCG wants to insure the "closest forces" concept be incorporated whenever possible.

Decision: RMCG did not agree with the proposed changes and recommended [no changes](#) take place until after this fire season and more discussions and consultations have taken place. Concerns expressed by the group will be articulated in a letter of response to Sue Vap, NMAC Chair.

[Ray will draft an RMCG letter of response for John Glenn's signature by the end of next week.](#)

Functional Analysis – What is the status of the RMCG Functional Analysis that was started last April? The analysis was never completed due to the early start of fire season. RMCG agreed they need to explore ways of completing the analysis. Perhaps it could be contracted. [Jim Krugman will contact Steve Pedigo to determine possible interest and cost estimate for completing the Functional Analysis. Findings will be presented at the April RMCG meeting.](#)

Coordinated Severity Requests – There is a concern that Severity Requests are not being coordinated and resources are not being effectively utilized.

Decision: [RMCG agreed a better effort needs to be made to coordinate Severity Requests at a local level. RMCG members will articulate coordination needs during respective agency spring meetings and readiness reviews.](#)

Miscellaneous Discussion

Potential MAC Group Coordinators for RMAC will be contacted, asked if they are interested and invited to the meeting:

Steve Pedigo – [Jim Krugman will contact](#)
Jim Webb – [Jim Krugman will contact](#)
Dan O'Brien – [Len Dems will contact](#)
Carl Gossard – [Len Dems will contact](#)
Don Black – [Jim Kelton will contact](#)
Sandy Edmondson – [Jim Kelton will contact](#)
Bill Adams (Trainee)

New Fire Shelters – At least 5 years until the old shelters are all replaced and off the shelf. There are not enough new shelters to totally replace the old ones.

Red Cards – All Red Cards printed in the Rocky Mountain area from the Redcard programs will be printed on the same Red paper.

Interagency Hotshot Crew Certification – [Get back to Jim Krugman with comments.](#)



Roundtable Agency Update Discussion:

- BIA, Rocky Mtn. Region, Bob Jacob – BIA is taking a 19% budget cut. At Fort Washakie the Engine crew people will drop from 13 to 6 for fire season 2003.
 - CO State Forest Service, Rich Homann – 14% cut; 10 new engines that should be ready by June; 2 SEATS
 - So. Dakota State Forest Service, Steve Hasenohrl – New Governor; no anticipated cuts; maybe putting on additional SEAT this summer. There is a draft done for the Board of Directors for the new dispatch center. The Fair Share costs need to be updated. The Center Manager, Asst. Center Manager, and Board of Directors should be hired and in place with Center fully operational by April. New radio system is good; covers entire state clearly.
 - WY State Forest Service, Ray Weidenhaft – New Governor seems to be aware of issues going on in the fire program. No new State Forester hired until probably June or July.
 - KS State Forest Service, Casey McCoy – New Governor. All 4 positions in their fire program are filled. They are looking at getting a full time training specialist.
 - BIA, Great Plains Region, Morgan Beveridge – Five new employees; they are hoping to become more involved the fire program. They also have a 19% cut, which will result in resources coming on later in the season and leaving earlier. Drug testing will affect the number of crews available this year. Warned every one of the dangers of West Nile virus. He became very ill with the virus and contracted it on a prescribed burn. WY BLM, John Glenn – Still dealing with ramifications of the Coal Seam Fires. Will be attending a Wyoming meeting dealing with fire restrictions.
- John briefed everyone on his expectations, as RMCG Chair, for meeting protocols.
1. Submit agenda items early. State if the agenda item is just for discussion or if it will need a decision.
 2. Submit an issue paper two weeks in advance so members can review is issue prior to the meeting.
 3. Indicate time requirements

Next RMCG Meeting - March 31, 2002 at the Hitching Post Inn, in Cheyenne, Wyoming

Meeting was adjourned.



**** Action Items from 01/22/03** - Hutchinson, Kansas**

ITEM #	ACTION ITEM 1	DUE 2	RESPONSIBLE 3	STATUS 4	PAGE 5
1.	Find out how long an AD can stay with a team once a qualified federal employee is available.	ASAP	Jim Krugman	P	1
2.	Add the approved additional positions for the IMTs, (9) Type I, (4) Type II and the Deputy ICs to the Rocky Mountain Area Mobe Guide.	02/14/03	Patrick O'Leary	P	2
3.	Provide update to the Operations Guide for the FUMT.	ASAP	Len Dems	P	2
4.	Put together a paper (Business/Marketing Plan) for developing teams in the Rocky Mountain Area.	May 2003	OPS Committee	P	2
5.	Continue to look for the information the MAC Group put together when they disbanded last fire season.	ASAP	Patrick O'Leary	P	3
6.	Draft a letter for John Glenn's signature pledging the RMCG support of the Red Flag Fuels Decision Support System Project.	ASAP	Tim Mathewson	P	4
7.	Draft an approval paper for RMCG signature outlining priorities for Predictive Services team. Include Priorities in the RMC Mobilization Guide. Include Predictive Services as an agenda item for the Spring meeting.		Tim Mathewson Patrick O'Leary Gwenan Poirier RMCG	P	4
8.	Streamline the staffing proposal for presentation to managers at the spring meeting.	04/01/03	Tim Mathewson Gwenan Poirier	P	4
9.	Take the lead on getting a list of individuals accountable for the RAWs stations and data.	March 2003	Jim Krugman	P	4



10.	Work with the local people to reenergize their awareness and accountability of the RAWS program.	ASAP	All managers	P	5
11.	Call the appropriate RMCG member if RAWS station problems continue.	Ongoing	Tim Mathewson	P	5
12.	Put together a "How to" paper for RAWS and present it to the Fire Management Officers.	04/01/03	Tim Mathewson	P	5
13.	Write up a paper listing Product priorities and send it to John Glenn.	ASAP	Intelligence/ Predictive Services	P	5
	Distribute to RMCG members for concurrence.		John Glenn	P	5
14.	The TWT will change the charter, as outlined in the meeting minutes.	ASAP	Training Working Team (TWT)	P	5
15.	Change the name of the training center in Grand Junction to "Grand Junction Training Center and make the change on the Web site.	ASAP	TWT	P	5
				P	6
16.	Make Type 3 IMTs an agenda topic at the spring meeting	04/01/03	RMCG	P	6
	Talk with and encourage local Dispatch Centers Boards to develop and use Type 3 IMTs.				
17.	Work on developing recommendations for adding Type 3 IMT guidance to the RMA Mobilization Guide.	ongoing	Operations Committee	P	6
18.	Send a letter to Craig and Montrose Interagency Dispatch Center Board Chairs, informing them of the new Liaison.	ASAP	John Glenn	P	7
19.	Review the Expectations and Charter with their Committee at least once a year.		All Liaisons	P	7



20.	Forward Helicopter Manager Mnemonics issue paper to the IHOPS committee for recommendations on dealing with the issue. Contact Hank Dominguez to discuss the issue and how the RMCG is dealing with it.	ASAP	John Glenn	P	7
21.	Wait for the Workload Analysis to be completed, then revisit the Fair Share Agreement	April 2003	RMCG	P	7
22.	Take the lead and find a permanent home for the MAC group documentation.	ASAP	Jim Krugman	P	8
23.	Resend the letter that was signed and mailed to RMCG in July 2002 concerning BAER team members and qualifications. RMCG will finalize the qualifications and procedures in the spring.	ASAP	Jim Krugman	P	8
24.	Draft a task package concerning the GATR rotation and expectations. Package will be due by the spring Meeting.	04/01/03	Jim Krugman Bill Wallis Len Dems	P	8
25.	Send any comments on Chapter 10 of the RMC Mobe Guide to John Glenn. Consolidate them and forward to RMCC with a carbon copy to Steve Hart and Patrick O'Leary.	Before 02/14/03 02/14/03	RMCG John Glenn	P P	8 8
26.	Visit with Steve Pedigo about completion of the Functional Analysis. Functional Analysis will be an agenda item for the spring meeting.	ASAP 04/01/03	Jim Krugman RMCG	C P	8 8
27.	Contact potential MAC Group Coordinators.	ASAP	Jim Krugman Len Dems Jim Kelton	P	9



28.	Send comments on IHC certification to Jim Krugman.	ASAP	RMCG	P	9
29.	<u>Next RMCG Meeting - March 31, 2002 at the Hitching Post Inn, in Cheyenne, Wyoming</u>	03/31/03	RMCG	P	
30.	<u>There will be a MAC Group exercise at the Rocky Mountain Area Coordination Center, April 22-23, 2003.</u>	04/22/03	RMCG	P	